



MINUTES

Kelce Leadership Team Meeting

9:00 a.m. November 28, 2012

Present: Ms. Rebecca Casey, Dr. Bienvenido Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Michael Muoghalu

- I. AACSB Reaffirmation Timeline Table – attached
 - a. Dr. Grimes distributed the timeline that he has been working on.
 - b. Will have a meeting during the week after graduation to begin this work. KLT are asked to give Dr. Grimes a date that would work for this meeting.
 - c. Discussion followed on the proposed timeline:
 - i. Updated P & T documents from each department should be given to Dr. Grimes for feedback before departments vote on the documents. Need to complete process before next summer – set a deadline of spring break 2013 to have documents completed. Dr. Grimes will need to have draft documents by the end of January, then will go to departments for approval before spring break and then will be sent on to Dr. Olson.
 - ii. Digital Measures data base needs to be deployed. Will include all faculty and OIS to provide data. Dr. Wei Sha is coordinating the process. Digital Measures will be set up in GUS with individual faculty accounts. Process should be completed by the spring semester and faculty will be trained before the end of the spring semester. Faculty will need to update their data frequently – vita, publications, etc.
 - iii. Mission Statement needs to be revised to make it distinctive. Committee structures need to be in place before this happens. Should be finalized before the end of the spring semester.
 - iv. Strategic Planning document should be put into place after the Mission Statement is finalized.
 - v. New standard #3 – formalized financial plan. Will be put together by the KLT.
 - vi. Need to finalize new college admissions criteria. Curriculum Committee was supposed to be working on this. Need to check with Committee to see where they are with this charge.
 - vii. Need to revise faculty sufficiency criteria – new standard #5.
 - viii. Faculty qualifications and engagements criteria – replaces AQ/PQ. Cannot do anything with this until the standards are finalized.
 - ix. Need to construct and analyze all required tables for reports.
 - x. Fifth year report will need to be submitted after everything is finalized.
 - xi. Pat Lindley would like to place our MFT results on-line. Discussion followed that this could be placed on GUS, but not externally. No decision has been made on this issue yet. Dr. Grimes will talk with the Provost before we agree to do this.

- xii. Will try to have AACSB visitation team leader visit PSU in the spring semester (probably early May 2013 if that works for him).
- xiii. KLT were asked to review the timeline and the new standards to see if there is anything missing.

II. End-of-Semester Faculty Meeting

A. Agenda items – agenda will be distributed at least one week before meeting

- 1. Bylaws – vote
- 2. New Standards - vote
- 3. New College Admissions Policy – where are we? (Dr. Grimes will visit with Dr. Dalecki).
- 4. Assessment Update / Plan for Spring – Dr. Harris will present at the faculty meeting
- 5. Timeline Overview and Discussion
- 6. What else??
 - i. Discussed continuing to use LiveText during the spring semester. Will discuss at the next Assurance of Learning (Assessment) Committee meeting. KLT has recommended that LiveText be discontinued/non-endorsed beginning with the spring 2013 semester.
 - ii. KLT will review the preliminary agenda and will get back with Dr. Grimes if there are any additions.

B. Faculty Attendance Issues

- 1. There are a couple of faculty members who won't be available to come to the meeting because the date had changed. Need to have as many faculty in attendance as possible.

III. Miscellaneous

- A. Hospitality Tent Issues – debrief meeting with Brad – good meeting with Dr. Grimes. Task force has been put together to review / re-write the rules at the hospitality tents.
- B. Peer and Aspirant Schools – list for KBOR / PLC meeting with Steve. List is still being debated by the PLC. Dr. Scott is taking this issue very seriously and has met with PLC on it.
- C. Graduate Faculty Status Issues – currently working to put together a current list of faculty who have graduate faculty status.
- D. Joplin Tri-State Business Journal articles – Ms. Casey and Dr. Choi have a current article published in the Joplin Tri-State Business Journal; Family Friendly status article.
- E. Mailer for Family Friendly Ranking / New Year's Card – send a postcard to our AACSB list, donor list and alumni list with this information as a new year's card.

IV. Updates and Announcements

A. Grimes

- a. Athletics has asked the college if we would like to be a sponsor for a basketball game on January 5.
 - i. \$1000 donation would get our logo in the program, on t-shirts, sponsor pancake breakfast, would include us by having a COB table with our banner at the game which will be televised on CBS College Sports.
 - ii. Would be good exposure for the college.
 - iii. This expenditure was approved by the KLT.
- b. In talks with the College of Arts & Sciences/ music department, it has been determined that the largest expense to move the band to the old student health center would be to purchase a duplicate set of percussion equipment.
 - i. Daytime groups would be gone from Kelce in the short-term.

